



**South Pasadena Public Library  
BOARD OF TRUSTEES  
MINUTES  
April 9, 2015**



**CONVENE:**

Board President Ed Pearson called the regular meeting of the Library Board of Trustees of the South Pasadena Public Library to order in the Library Conference Room on April 9, 2015 at 7:04 p.m.

**IN ATTENDANCE:**

Trustees Present

Ed Pearson, President  
Constance Lue, Vice President  
Ann Penn, Secretary  
Andy Lippman, Trustee  
Rick Thomas, Trustee

Also Present

Mayor Pro Tem Diana Mahmud  
Ann Messana, Friends President  
Steve Fjeldsted, Director of Library, Arts & Culture  
Sean Faye, Library Administrative Secretary

**MINUTES:** The minutes of the regular meeting of March 12, 2015 were reviewed – **MSC: Constance Lue, Ann Penn – all approved**

**PUBLIC COMMENTS:**

**ACTION ITEM:**

1. **Possible Approval of Draft Policy on Alcohol for Community Room Events** – President Ed Pearson distributed a draft policy on the serving of alcohol in the Community Room that was composed by a sub-committee of President Pearson, Secretary Ann Penn, and Friends Secretary Kristen Dubé. Secretary Penn discussed the sub-committee's concern regarding liability issues and desire to remain in accordance with the City's policy on alcohol.

**Motion by Library Board of Trustees Secretary Ann Penn, seconded by Vice President Constance Lue, that no alcohol will be served in the Community Room of the Library, with the exception of a few events sponsored by the Friends.**

Trustee Lippman asked for a specific number of Friends events where alcohol could be served. Friends President Ann Messana replied that the Board rotates and that there could possibly be further requests for exceptions to the proposed policy change. Mayor Pro Tem Mahmud said that she has attended non-Library City functions where alcohol had been served. Vice President Lue asked for more specific language as to who has the purview of the facility. Director of Library, Arts and Culture Steve Fjeldsted added that the City needs to be notified so its insurer can indemnify the City.

Mayor Pro Tem Mahmud said she would discuss the issue with the City Manager. President Pearson didn't think it was possible to move forward at this time. President Pearson asked for Mayor Pro Tem Mahmud's assistance in gaining clarity for this issue, which will be discussed at the next Board of Trustees meeting on May 14, 2015. Vice President Lue thanked the sub-committee for their efforts.

## DISCUSSION ITEMS:

1. **Measure L Committee** – Director Fjeldsted stated that Ann Messana, Trustee Rick Thomas, Brendan Durrett and Kristen Dubé met for the first Measure L Committee meeting. Director Fjeldsted will present an Agenda Item to City Council on 5/6/15 with the various options that can be considered by voters should Measure L be approved to be on the ballot for 11/3/15. Director Fjeldsted mentioned that the amounts and term have never been raised for Measure L, which now represents about 14% of the Library Budget. Director Fjeldsted added that Brendan Durrett is speaking with a volunteer attorney about the possibility of revising the Municipal Code language. President Pearson expressed appreciation for the Measure L Committee's work thus far.
2. **Volunteer Recognition Luncheon, 4/10/15** – President Pearson said that each of the responsibilities assigned to the Trustees at the last meeting on 3/12/15 have been accounted for. Trustee Lippman said that lunch will be provided by Munch Company and that he would pick up cookies and decorative flowers from Von's. President Pearson thought the program, with design and layout by Nancy Lem, looked great. Trustee Lippman said that he expected Keynote Speaker, Linda Deutsch, to be well received. Director Fjeldsted discussed the lineup of presenters and added that the Proclamation has been framed and will be displayed. Mayor Joe will read it to the audience.
3. **Library Operation Study/Next Library Strategic Plan** – President Pearson said that his intention to review the first Goal of the current Strategic Plan will be delayed until the next meeting on 5/14/15. Director Fjeldsted said that he has asked the City Manager to merge the next Strategic Planning effort to also assist with the Library Operations Study in the Request for Proposal (RFP), since there will be considerable overlap. Mayor Pro Tem Mahmud said that the RFP should be ready soon. Director Fjeldsted continued that Assistant City Manager Hilary Straus, who will be present at the Volunteer Recognition Luncheon, will be leaving on 4/10/15. Transportation Manager Margaret Lin will oversee the RFP. Secretary Penn asked President Pearson to say a few remarks at the Volunteer Recognition Luncheon to thank Hilary Straus for being such a great supporter of the Library.
4. **Library Proposed Budget FY 2015-2016** – Director Fjeldsted said that he had a Budget meeting with the City Manager, and HR, and Finance personnel and he submitted his proposed budget for FY 2015-2016. He said it was very similar to previous years, although salaries and wages have gone up, which makes the Operations and Maintenance portion of the budget tighter. Director Fjeldsted said he will have the Proposed Budget at the next Trustees meeting on 5/14/15.

Director Fjeldsted added that he will also submit Supplemental Budgets be requested for a larger drain near the employee entrance of the Library to prevent flooding during rainstorms, carryovers of the carpeting for the second floor, painting of the exterior of the Library, lighting for the ADA ramp, new Audio Visual equipment for the Community Room, and improved signage, décor and furnishings for the interior of the Library.

In addition to these supplemental requests, Director Fjeldsted informed the Board that Leo Politi's family is offering to donate one of his paintings and provide a Politi sculpture at a special rate of \$9,000. The Daigle family, of Ellen's Silkscreening, has offered to contribute \$3,000. City Manager Sergio Gonzalez is looking into other funds that might make up the remaining \$6,000. The Library already has two Politi paintings, but the additional donated painting would be displayed outside the Library Office with the other two paintings which are in a non-public hallway. Once the funds are raised for the Politi sculpture, it would be proposed to be installed

near the picnic table of the Library Park. A plaque acknowledging the donors would be placed next to it.

5. **Eclectic Music Festival, 5/2/15** – Director Fjeldsted said that the line-up for this year’s Eclectic Music Festival on 5/2/15 has been finalized. There will be free concerts of various types of music all around South Pasadena. At the Library the following acts are scheduled: Rick Shea at 6pm; John York, former member of the Byrds, at 7pm; Mark Hatch and Group 5 at 8pm; and the Elliott Caine Quintet at 9pm.

The Friends have budgeted \$1,000 and the Rotary Club approved a grant for \$1,000 for the Library “Carnegie Stage” concert. The Chamber of Commerce and Eclectic Music Festival Committee will pay for the PA system and sound engineer. No funds will be paid from the Library Budget.

[Trustee Andy Lippman left the Board of Trustees Meeting at 8:15 p.m.]

6. **Brown Act Training** – Director Fjeldsted announced that Chief Deputy City Clerk Yvette Hall has left the City and that he will let the Board know when more information about training for the Brown Act becomes available. Other Boards and Commissions will be asked to take the same training.

## **CORRESPONDENCE AND COMMUNICATIONS:**

### **REPORTS:**

**Board President:** None to report.

**Trustee:** None to report.

**City Council Liaison:** Mayor Pro Tem Diana Mahmud said that the City Council has approved Councilmember Schneider’s request of \$3,000 for the Politi sculpture for the Library Park. Mayor Pro Tem Mahmud also said that an Agenda item on the Utility Users Tax will be considered during the next City Council meeting. Staff will be given direction as to how to proceed and will return with a resolution on 5/6/15.

**Friends Representative:** Friends President Ann Messana said she looked forward to thanking the volunteers at the Volunteer Recognition Luncheon. President Messana said that the Friends Membership campaign was going well. The Friends are also managing three endowments – a technology campaign that met a \$10,000 goal, a book endowment of \$400,000, and the Elizabeth Seto Foundation which provides funding for books for Children’s Services. There are close to 500 titles in the Children’s Room that have a bookplate memorializing Elizabeth Seto. President Messana added that she is looking forward to dedicating her efforts towards the Measure L campaign.

**Trustee Liaison to Friends:** None to report.

**Representative to Community Center Ad Hoc Report:** None to report.

### **Director of Library, Arts & Culture:**

- Director Fjeldsted said there is be a page in the Volunteer Recognition Luncheon program honoring Bev Engler, one of the co-founders of the Friends’ Bookstore. The Bev Engler Memorial Bench will be installed next week near the sidewalk overlooking the Moreton Bay Fig tree.

- Last summer the Library presented an Author Event with Dr. Matt Ritter, after which he led a tree walk around the Library Park and discussed the seventeen different species of trees there. He also produced a tree walk map for the event. The Huntington Library and Gardens donated tree identification plates and Public Works will install them around the same time as the Bev Engler Memorial Bench. The tree walk map will be added to the Library's and Friends' websites.
- On 3/19/15 the Library screened "Sullivan's Travels" starring South Pasadena native Joel McCrea. Wyatt McCrea, Joel McCrea's grandson, conducted a Q&A afterwards.
- On 3/30/15 the Library screened the 2014 film "Cesar Chavez" on the eve of Cesar Chavez Day. Vecinos de South Pasadena provided refreshments. Irv Hershenbaum, who worked with Cesar Chavez for 18 years with the United Farm Workers, gave the introduction and the Q&A.
- 150 people attended the Author Event for Congressman Barney Frank on 3/27/15, which was co-sponsored by Vroman's Bookstore.
- Later that evening on 3/27/15 the East West Players Theater for Youth performed "Born To Lead: The Susan Ahn Story."
- The LA Opera Talks series are entering their fourth installment.
- On 4/2/15 Professor Rick Willson presented an Author Night discussion about parking management. There was a very lively Q&A and a follow up article in the Pasadena Star-News.
- On 4/30/15 the Library will partner with the Chouinard Foundation to screen the 2014 film "Llyn Foulkes One Man Band."
- An email was sent to the Trustees from the California Library Association requesting letters be sent out to Senate and Assembly Budget committees to restore funding to the State Library Budget.

**NEXT MEETING:** The next regular meeting for the Library Board of Trustees will be on 5/14/15 in the Ray Bradbury Conference Room in the Library at 7 p.m.

**ADJOURNMENT:** The regular meeting of April 9, 2015 was adjourned at 8:26 p.m.

Minutes approved \_\_\_\_\_ as written.

Minutes approved \_\_\_\_\_ as corrected.

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President